

**DETERMINATION AND FINDINGS  
FOR A  
SOLE SOURCE CONTRACT**

**AGENCY:** DC Workforce Investment Council (WIC)  
**CONTRACT NO.:** CW76654  
**CAPTION:** Data Governance and Management Consultant Services  
**CONTRACTOR:** SAS Institute

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700 and 1701

**2. MINIMUM NEED:**

The District of Columbia, Office of Contracts and Procurement, on behalf of the DC Workforce Investment Council (WIC), has an immediate need for an experienced consultant to provide expert data governance services to large government entities related to the implementation of customized needs assessments and analysis, as well as developing recommendations for the creation of: (1) a new workforce development data governance structure, (2) data management provisions, (3) local and federal data analytics requirements, and (4) data system processes. The Contractor will create a data architecture design plan that responds to the WIC's data requirements, which spreads across and integrates with multiple District agencies, and draft an implementation plan providing a roadmap and recommendation that includes project sequencings, capacities, skills, software, data architecture specifications, policy recommendations, and other deliverables related to implementing enterprise data architecture and governance system(s).

**3. ESTIMATED FAIR AND REASONABLE PRICE:**

The estimated fair and reasonable cost will not exceed \$125,000.00

**4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

With over 40 years of analytics innovation, SAS Institute Inc. ("SAS") is a proven trusted analytics powerhouse for organizations seeking immediate value from their data. SAS has been applying analytics to the toughest business problems for decades and through the power of analytics, SAS transforms a world of data into a world of intelligence.

SAS is the sole provider of the SAS software (the "Software") that will be utilized by WIC during the engagement and by the agency as part of the enterprise data architecture and governance system. The Software features are essential in achieving the goals of the effort and in fulfilling the District's needs and specifications in establishing and implementing a data network infrastructure necessary to best integrate a workforce

system with all relevant District agencies. Additionally, the Software has the unique ability to combine different technologies and functions into a single source allowing for functionality between multiple records and between multiple agencies, and has the ability to establish an integrated platform covering all stages of the analytics life cycle related to the WIC project. The Software is proprietary to SAS; thus, they are the only entity that can provide the Software and associated technical support.

The District's current workforce system is utilized by multiple stakeholder agencies such as, the Office of the State Superintendent of Education and the Department of Disability Services, each governed and/or regulated by different privacy laws and regulations. SAS has a history and proven track record, through their current and on-going agency engagements, with developing and implementing system remedies that would permit a seamless shared data solution across several agencies and comply with these local and federal requirements. The WIC project requires not only consulting services to apprise future investment in data infrastructure, but also the ability to instruct the development of a data governance structure including appropriate policies, and mechanisms that will support implementation across several District agencies. The timeliness of this project is crucial since these and other agencies are already in the process of evaluating and procuring updated data systems and infrastructures with SAS, hence there is a compelling opportunity that exists to inform and ensure alignment between these and other workforce systems throughout the District.

Further, it is critical and imperative that the analysis and recommendations developed for the WIC through this engagement and the resulting deliverables related to the implementation and development of data infrastructure for the workforce's system, be compatible with these other stakeholder agencies to inform and ensure alignment amongst the workforce systems and to foster seamless integration between records. As such, it would be prohibitive in terms of time and cost to the District to use Software other than the software currently being used by the other stakeholder agencies.

Our research indicates that along with their current activities related to similar existing projects throughout the District agencies, the SAS team will also support the WIC project with a local team of policy experts, analytic engineers, technical architects, and quality assurance analysts. This project will require experience in all of these diverse areas of expertise to advise the agency on the development and implementation of a cohesive cross agency data governance strategy.

Market research regarding this project was conducted by WIC and OCP by assembling a potential vendor list that included potential integrated solution providers from the DC Supply Schedule and DSLBD CBE Portal, which contains all registered SBE and CBE's in the District, and evaluating those vendors against specific requirements associated with the project including:

- software and ongoing support that promotes the development of a centralized cross-agency workforce system;

- software that channels holistic data solutions which comply with District local and federal requirements;
- software which allows data to support an infrastructure path that can connect and align with the necessary workforce systems, to include multiple agencies and governance structures; and
- software and ongoing support that promotes the development of a data governance structure and mechanisms that support cross agency implementation.

While several vendors met some of the requirements, such as providing consulting on data management systems, or conducting data landscape analyses, SAS is the only firm that met all requirements. Also, there are several firms that only provide management or data consulting, or the implementation of data management systems however there are no firms that can meet all requirements stated above and including: (1) software solutions that allow for successful data dissemination across multiple embedded workforce system agencies, (2) software that can combine technologies and functions in a single source enabling the ability for cross agency record affiliation and (3) customized support from an experienced team of policy, technical architects, analytic engineers and quality assurance analyst experts.

For the above stated reasons, it is in the District's best interest to award the sole source contract to SAS.

**5. CERTIFICATION BY CONTRACT SPECIALIST:**

I hereby certify that the above findings are correct and complete to the best of my knowledge and belief.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Edrica Taylor  
Contract Specialist

**DETERMINATION**

Based on the above findings, it is determined that the Contractor is in compliance with the above referenced sections and is thus determined to be responsible.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Todd Allen  
Contracting Officer

6. **CERTIFICATION BY CHIEF PROCUREMENT OFFICER:**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under either Section 402 or 403 of the District of Columbia Procurement Practice Reform Act of 2010 (D.C. Law 18-37; D.C. Official Code §2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement, and that this determination and finding has fulfilled the 10 day notice requirement in Section 1304.1

\_\_\_\_\_  
Date

\_\_\_\_\_  
George A. Schutter III  
Chief Procurement Officer for the Office  
of Contracting and Procurement